

NOV 24 2021

INVOICE

Printed Date: 11/18/2021

NAVARRO COUNTY SHERIFF

312 W 2ND AVE.
 CORSICANA, TX 75110
 Office 903-654-3001 DISP kris matthews 903-654-7576
 Fax 903-654-3044 KRYST krystal 903 875-3960

2018 Chevrolet - UNIT#2807 -
 Lic # : 1385504
 Unit # : UNIT#2807
 VIN # : 1GNLCDEC1 JR311794

Odometer In : 80020

Part Description / Number	Qty	Sale	Ext	Labor Description	Ext
OIL FILTER PF63E	1.00	8.00	8.00	SERVICE	11.40
10W30 SYNTHETIC ENGINE OIL per qt	8.00	8.33	66.64	Changed Motor Oil & Replaced Filter, Replaced with synthetic oil , Lube Chassis, Check all Fluid Levels ***** po# ***** TIRE ROTATION	20.00

\$94.64

Debit: 101-560-445
 Desc: Unit 2807 - Oil Change, Rotated Tires
 PO#: NA
 Invoice#: 78864 Unit 2807 - LABOR \$11.40
 Vendor#: 2314

Org. Estimate 0.00 Revisions 0.00 Current Estimate 0.00

Labor:	31.40
Parts:	74.64
SubTotal:	106.04
Tax:	0.00
Total:	106.04
Bal Due:	\$106.04

Morris Steward
 11/23/2021

A. Davis

[Payments -]

Vehicle Received: 11/18/2021

Customer Number : 363

I hereby authorize the above repair work to be done along with the necessary material and hereby grant you and/or your employees permission to operate the car or truck herein described on street, highways or elsewhere for the purpose to testing and/or inspection. An express mechanic's lien is hereby acknowledged on above car or truck to secure the amount of repairs thereto. Warranty on parts and labor is 3 Months or 3000 miles whichever comes first. Warranty work has to be performed in our shop & cannot exceed the original cost of repair.

Signature _____ Date _____



NAVARRO COUNTY AUDITOR'S OFFICE

300 W 3rd Ave, Suite 6
Corsicana, Texas 75110
e-mail: auditor@navarrocounty.org

Natalie Robinson, First Assistant,
Kaye Martin, Assistant
Lisa Clay, Assistant
Patty Wells, Assistant
Jan Wise, Administrative Assistant

Terri Gillen, County Auditor

Phone: (903) 654-3095

Fax: (903) 654-3097

Jan Wise, Administrative Assistant

INTEROFFICE MEMO

The attached item is being returned for the following reasons:

- Item incurred before purchase order issued
Purchase order number is inconsistent with invoice
Amount billed does not match the purchase order
Vendor on purchase order does not match invoice
Insufficient documentation to process payment
Signature or date not present
Budget Account Number (Line Item) is missing - Acct #
Insufficient budget
Payment Request inconsistent with County Policy
Other

RECEIVED

DEC 01 2021

NAVARRO COUNTY AUDITOR'S OFFICE

Please provide the additional documentation or explanation necessary to process this payment request. This notice must remain attached to the payment request.

Additional explanation: PO # not requested. Oil Change & LABOR OVER \$100.00

The Department Head or Elected or Appointed Official must sign this form confirming notification that the Navarro County Purchasing Policy was not followed on this purchase.

Morris Steward
Signature

12/01/2021
Date

Sign invoice

K & S TIRE TOWING AND RECOVERY, INC.

1310 N. BUSINESS 45
CORSICANA, TX. 75110
Phone: 903-872-0745 Fax: 903-872-3363

INVOICE

78795

NOV 24 2021

INVOICE

Printed Date: 11/09/2021

Work Completed: 11/09/2021

NAVARRO COUNTY SHERIFF

312 W 2ND AVE.
CORSICANA, TX 75110
Office 903-654-3001 DISP kris matthews 903-654-7576
Fax 903-654-3044 KRYST krystal 903 875-3960

2020 Chevrolet - UNIT#2017 -

Lic # : 1425910

Odometer In : 28875

Unit # : 2017

VIN # : 1GNLCDEC7 LR276018

Part Description / Number	Qty	Sale	Ext	Labor Description	Ext
OIL FILTER PF63E	1.00	8.00	8.00	SERVICE Changed Motor Oil & Replaced Filter, Replaced with synthetic oil , Lube Chassis, Check all Fluid Levels	11.40
10W30 SYNTHETIC ENGINE OIL per qt	8.00	8.33	66.64		
				MOUNT AND BALANCED 2 TIRES	20.00

\$94.64

Debit: 101-560-445
Desc: Unit 2017 - Oil Change, Mounted 2 Tires
PO#: NA Unit 2017 } LABOR \$11.40
Invoice#: 78795
Vendor#: 2319

*Morris Steward
11/23/2021*

Org. Estimate 0.00 Revisions 0.00 Current Estimate 0.00

Labor:	31.40
Parts:	74.64
SubTotal:	106.04
Tax:	0.00
Total:	106.04
Bal Due:	\$106.04

A. Davis

[Payments -]

Vehicle Received: 11/9/2021

Customer Number : 363

I hereby authorize the above repair work to be done along with the necessary material and hereby grant you and/or your employees permission to operate the car or truck herein described on street, highways or elsewhere for the purpose to testing and/or inspection. An express mechanic's lien is hereby acknowledged on above car or truck to secure the amount of repairs thereto. Warranty on parts and labor is 3 Months or 3000 miles whichever comes first. Warranty work has to be performed in our shop & cannot exceed the original cost of repair.
Signature _____ Date _____



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Payment Request inconsistent with County Policy
Other

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Additional explanation: PO # not requested Services over \$100.00

The Department Head or Elected or Appointed Official must sign this form confirming notification that the Navarro County Purchasing Policy was not followed on this purchase.

Morris Steward
Signature

11/29/2021
Date

RECEIVED
NOV 30 2021

K & S TIRE TOWING AND RECOVERY, INC.

1310 N. BUSINESS 45
 CORSICANA, TX. 75110
 Phone: 903-872-0745 Fax: 903-872-3363

INVOICE

78872

NOV 24 2021

INVOICE

Printed Date: 11/19/2021 Work Completed: 11/19/2021

NAVARRO COUNTY SHERIFF

312 W 2ND AVE.
 CORSICANA, TX 75110
 Office 903-654-3001 DISP kris matthews 903-654-7576
 Fax 903-654-3044 KRYST krystal 903 875-3960

2016 TAHOE - UNIT#2796 -
 Lic # : 134-2829 Odometer In : 104092
 Unit # : UNIT#2796
 VIN # : 1GNLCDEC0 HR246396

Part Description / Number	Qty	Sale	Ext	Labor Description	Ext
BRAKE PADS (WARRANTY) C1707	1.00	0.00	n/c	TURNED 2 ROTORS	24.00
BRAKE PADS (WARRANTY) C1363	1.00	0.00	n/c	REPLACED FRONT & REAR BRAKES. REPLACED REAR ROTORS & LEFT REAR CALIPER. REPLACED RIGHT FRONT HUB ASSEMBLY.	204.00
BRAKE ROTOR 580422RGS	2.00	90.10	180.20	***** PO# *****	
HUB ASSEMBLY 515159	1.00	206.52	206.52		
CALIPER 18B5030	1.00	67.03	67.03		

Debit: 101-560-445
 Desc: Unit 2796 - Replaced Rotors & Caliper \$247.23
 PO#: NA Unit 2796 - Replaced Hub Assembly \$206.52
 Invoice#: 78872 Unit 2796 - LABOR \$228.00
 Vendor#: 2319

Org. Estimate 0.00 Revisions 0.00 Current Estimate 0.00

Morris Steward
 11/23/2021

Labor:	228.00
Parts:	453.75
SubTotal:	681.75
Tax:	0.00
Total:	681.75
Bal Due:	\$681.75 ✓

[Payments -]

Vehicle Received: 11/19/2021

Customer Number : 363

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Signature _____ Date _____



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Additional explanation: PO # was not requested. Repairs over \$100.00

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Morris Steward
Signature

11/29/2021
Date

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K & S TIRE TOWING AND RECOVERY, INC.

1310 N. BUSINESS 45
CORSICANA, TX. 75110
Phone: 903-872-0745 Fax: 903-872-3363

INVOICE

78784

NOV 24 2021

INVOICE

Printed Date: 11/08/2021 Work Completed: 11/08/2021

NAVARRO COUNTY SHERIFF

312 W 2ND AVE.
CORSICANA, TX 75110
Office 903-654-3001 DISP kris matthews 903-654-7576
Fax 903-654-3044 KRYST krystal 903 875-3960

2019 Chevrolet - UNIT#2912 -
Lic # : 1398748 Odometer In : 48514
Unit # : UNIT#2912
VIN # : 1GNLCDEC2 KR346104

Part Description / Number	Qty	Sale	Ext	Labor Description	Ext
HUB ASSEMBLY 515159	1.00	231.93	231.93	TURNED 2 ROTORS	20.00
BRAKE PADS 1363	1.00	64.99	64.99	REPLACED FRONT BRAKES & LEFT FRONT HUB. ***** PO# *****	102.00

\$296.92

Debit: 101-560-445
Desc: Unit 2912 - Replaced Brakes & Hub
PO#: NA Unit 2912 - LABOR \$122.00
Invoice#: 78784
Vendor#: 2319

*Memo Steward
11/23/2021*

Org. Estimate 0.00 Revisions 0.00 Current Estimate 0.00

Labor:	122.00
Parts:	296.92
SubTotal:	418.92
Tax:	0.00
Total:	418.92
Bal Due:	\$418.92

A. Davis

[Payments -]

Vehicle Received: 11/8/2021

Customer Number : 363

I hereby authorize the above repair work to be done along with the necessary material and hereby grant you and/or your employees permission to operate the car or truck herein described on street, highways or elsewhere for the purpose to testing and/or inspection. An express mechanic's lien is hereby acknowledged on above car or truck to secure the amount of repairs thereto. Warranty on parts and labor is 3 Months or 3000 miles whichever comes first. Warranty work has to be performed in our shop & cannot exceed the original cost of repair.
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Additional explanation:

\$100.00 PO # not requested. Repairs over.

The Department Head or Elected or Appointed Official must sign this form confirming notification that the Navarro County Purchasing Policy was not followed on this purchase.

Morris Steward

Signature

Date

11/29/2021

NOV 30 2021



INVOICE DATE	CUSTOMER	SUMMARY INVOICE
11/14/21	DAL 1869394	8064280180
PLEASE PAY BY	TERMS	AMOUNT DUE
12/14/21	Net 30 Days	3569.41

INVOICE DETAIL

Staples

Federal ID #:04-3390816

Bill to Account: 1072391

Ship to Account: SHERIFF ADMIN

NAVARRO COUNTY
 LISA CLAY
 300 W 3RD AVE
 STE 4
 CORSICANA, TX 75110

NAVARRO COUNTY
 ATTN: DEBRA KELLEY
 312 W 2ND AVE
 CORSICANA, TX 75110

RECEIVED

DEC 01 2021

NAVARRO COUNTY AUDITOR'S OFFICE

Budget Ctr : SHERIFF ADMIN
 Budget Ctr Desc :
 P O Number : UPON APPROVAL
 P O Desc :
 Release :
 Release Desc :

Invoice Number: 3492748967
 Order : 7343603741-000-001
 Ordered By : DEBRA KELLEY
 Order Date : 11/10/21

RFC
 EF
 NOV 22 2021



Order Line	Item Number	Description	Order Qty	B/O Qty	Unit Meas	Ship Qty	Unit Price	Extended Price
1	491789	36X48 HARDWD STD LIP CHRMT	2	0	EA	2	30.81	61.62
2	427469	BUBBLE MAILER 6X9 25PK-#0	1	0	CT	1	13.77	13.77
Freight:		.00	Tax:(.0000 %)		.00		Sub-Total:	
							Total:	
							75.39	
							75.39	

Morris Steward
 12/01/2021

8424-02-00-2000284-0009-0003264



NOV 30 2021

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- Item incurred before purchase order issued *Never came thru for me to issue P.O. + release*
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Signature

11/24/2021
Date